

# Hull York Medical School (HYMS)

## Frequently Asked Questions: Intercalating MSc by Thesis at HYMS

This briefing provides you with information on intercalating MSc by Thesis at HYMS.

### What is the MSc by Thesis?

The MSc by Thesis is a one-year postgraduate research degree, during which you will undertake a programme of independent research, usually supervised by a member of staff in HYMS. As part of your degree you must write a clear and scholarly thesis of up to 50,000 words on your research. You will also need to complete 20 credits from the Postgraduate Training Scheme (PGTS). For the full HYMS MSc by Thesis regulations, please see:

<http://www.hyms.ac.uk/docs/default-source/hyms-downloads/regulations-for-msc-by-thesis.pdf?sfvrsn=2>

### When can I intercalate into the HYMS MSc by Thesis?

If you are already qualified to first degree level or above, you may intercalate into a HYMS MSc by Thesis degree after the second year of your HYMS MBBS. If you do not already have a first degree, you may intercalate into a HYMS MSc by Thesis after successful completion of your third year.

The HYMS Joint Senate Committee has agreed that on successful completion of the third year of the HYMS MBBS, you are suitably qualified to undertake the HYMS MSc by Thesis, and can be awarded the MSc degree if you fulfil its requirements even if you have not yet completed your MBBS.

### How do I apply?

First, you must receive permission from HYMS to intercalate. In most cases, HYMS MBBS students wishing to intercalate onto a HYMS MSc by Thesis have already contacted a supervisor and made plans for their research project before receiving permission to intercalate. Once you have identified a supervisor and a research project, you must then apply to the HYMS Postgraduate (PG) Office using the online application system: <http://www.hyms.ac.uk/postgraduate/how-to-apply/applying-for-postgraduate-study>

Even if you have received permission to intercalate, you will not automatically be accepted onto the HYMS MSc programme. In order for you to be admitted onto the MSc by Thesis from 1<sup>st</sup> August (see below) you must apply no later than April, as it takes at least three months for applications to be processed.

## What are the fees?

Your tuition fee for the HYMS MSc by Thesis is the standard Home/EU or Overseas postgraduate research fee (see <http://www.hyms.ac.uk/postgraduate/fees-bursaries-funding.aspx>).

For 2014-15, these are

- > £3,996 for Home/EU
- > £16,950 for Overseas

These fees will increase slightly in subsequent years.

The tuition fee **DOES NOT** cover your living or research expenses. The universities recommend that you set aside **at least £7500** for living expenses during your MSc by Thesis year.

You must discuss with your prospective supervisor how your research will be funded: they may be able to help you with research expenses but you also may need to find the money yourself. The HYMS PG Office does not provide money for research or conference attendance. The HYMS Intercalating Office will be able to give you advice about sources of funding.

## What is the timescale for my intercalated MSc by Thesis?

You will start your MSc by Thesis on 1<sup>st</sup> August. This means that you should be on the university campus or undertaking research during August: you should not be on holiday! The normal initial period of registration for MSc by Thesis for full-time students is one year (12 months).

We set a 1<sup>st</sup> August compulsory start date to enable you to complete the degree within a year and in time for fourth year intercalaters to start their year five elective.

Once you have submitted your thesis, it will be examined and you may have to make changes to it when you are undertaking year three or year five work. You should therefore consider very carefully whether you feel able to do this: an MSc by Thesis is hard work, and you may have to juggle its completion around other commitments at the start of year three or year five.

## How do I register and where will I be based?

HYMS research students are registered at the University (Hull or York) that employs their principal supervisor. Your university of registration for your MSc by Thesis may thus be different to your MBBS university of registration. Normally, your supervisor will be based at the university which employs them (and hence the university that registers you) but occasionally they may be based elsewhere. Your supervisor will tell you where you are expected to work.

As long as you are in receipt of an **UNCONDITIONAL FIRM OFFER** (ie: have fulfilled all admissions requirements), you will receive your registration documents shortly before 1<sup>st</sup> August, along with details of how to register. **IT IS IMPORTANT THAT YOU REGISTER ON 1<sup>ST</sup> AUGUST** (or if that falls on a weekend or public holiday, the first working day after that). You will not be allowed to start your research until you are registered.

## Am I inducted to the programme?

You must attend a compulsory induction on 1<sup>st</sup> August 2014 (or as soon as possible after if that is a weekend or public holiday). You will meet other research students and learn more about the PGTS as well as the academic and regulatory aspects of the MSc by Thesis.

## What is the deadline for submitting my MSc by Thesis?

The normal initial period of registration for MSc by Thesis for full-time students is one year (12 months). Thus, the normal final deadline for submission is the last day of July.

At your nine month Thesis Advisory Panel (TAP) meeting, you will need to complete an 'intention to submit' form and send it to the HYMS PG Office. The PG Office requires this to appoint your examiners (one internal and one external), so any delay in submitting the form will delay the examination of your thesis.

You are entitled to apply for an additional writing-up period of up to four months. However, this is discouraged for intercalating students as it may interfere with other MBBS work such as electives. You should therefore consider very carefully whether you are able to undertake and write up your project in 12 months and discuss this with your prospective supervisor before applying.

## What if I cannot submit by the end of July deadline?

As you are aware the timescale for completion of your MSc by Thesis is tight. The earlier you submit your thesis, the higher the chance you can meet the FYI application deadline. Delay in your submission could have a negative impact on your work in subsequent years and may influence your FYI application. **YOU ARE THEREFORE STRONGLY ENCOURAGED TO SUBMIT WITHIN 12 MONTHS OF STARTING YOUR MSC BY THESIS, AND IDEALLY A FEW WEEKS BEFORE DEADLINE.**

In addition to your normal 12 month registration period you are entitled to apply for a four month writing-up period. If you wish to do this, you should discuss it with your supervisor and TAP at the nine month stage, complete the 'writing up period' form, and send it to the HYMS PG Centre.

Under exceptional circumstances you may apply for an extension. More information about this can be found in the Postgraduate Research Student handbook.

Upon receipt of your thesis, the PG Office will send it to be examined by an internal examiner and an external examiner. The PG Office will do its best to appoint examiners willing to assess your thesis quickly, allowing time for you to complete your corrections and be awarded the degree before the FYI application deadline in mid October. **However, this cannot be guaranteed, and it is impossible to set a definite timescale for examination as much of it depends on how long it takes you to satisfactorily complete your corrections.**

Degrees will not be awarded until you have reached the required standard, regardless of external deadlines such as FYI applications. It is therefore in your best interests to submit your thesis within the 12 month deadline (ideally a few weeks before the deadline) and complete your corrections without delay.

## Do I receive the MSc by Thesis before receiving the MBBS?

Should you pass the examination and complete the required PGTS credits, you will be awarded MSc by Thesis before receiving the MBBS (see above). Your award letter will include information about your graduation ceremony.

## Further queries?

If you have any further queries, please do not hesitate to contact the HYMS Postgraduate Office ([postgraduate@hyms.ac.uk](mailto:postgraduate@hyms.ac.uk)).